

VF ONTARIO

Labour Legislation of Interest to Working Women
Four-page leaflet summarizing the laws concerning equal job opportunity, equal pay for substantially the same work, hours of work, overtime pay and other information working women should understand. Also available in French, Portuguese, Italian and Greek.

Pregnancy Leave in Ontario

Provides information to employers and employees about the laws governing pregnancy leave including the rules on eligibility for Unemployment Insurance benefits. Also available in French, Portuguese, Italian and Greek.

Law and the Woman in Ontario

45-page booklet summarizing women's legal rights and duties in question-and-answer form. The following chapters have been reprinted from *Law and the Woman in Ontario* as separate pamphlets to meet the special need for information on these subjects—

Women and Labour

Support

Dissolution of Marriage

Property

The Law in Action: Six Case Studies

Stories about six women who made use of labour legislation to counter discriminatory treatment.

2 out of 5 women work outside the home

and other interesting facts about the size and composition of the province's female work force.

Women in the Labour Force

A series of fact sheets are being issued under this general title dealing with such topics as women in management, women in labour unions and women and unemployment. The first of these fact sheets, entitled *Fact and Fiction*, refutes some of the most common misconceptions about women in the work force.

Bibliographies:

Current reading lists on such topics as counselling and affirmative action.

Vocational Guidance Publications

You're a What?—series of three autobiographical pamphlets and a photo booklet about young women in non-traditional careers.

Career Selector—series of six booklets giving comprehensive descriptions of training requirements and career opportunities in a wide variety of occupations.

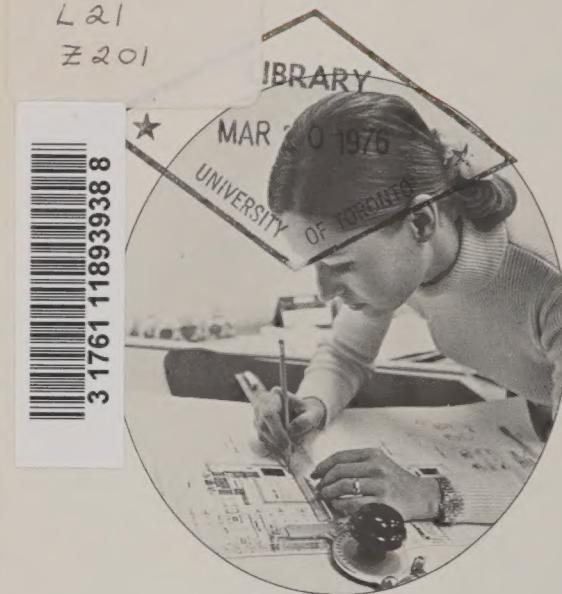
The Job Search—a booklet for the mature woman, especially for those returning to work, which describes the necessary steps to successful job hunting including self-assessment, analysis of job expectations and the search itself.

But . . . What Else Can a Girl Be?—a collection of recent newspaper stories about young women who have proceeded into a wide spectrum of non-traditional careers. Stimulus material:

*Governance
Publications*

The Ontario Women's Bureau

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Ministry of
Labour

What, why, how.

What?

The Women's Bureau was founded in 1963. Since 1973, it has been a part of the newly created Women's Programs Division of the Ontario Ministry of Labour. It is an information service and resource centre for women and women's groups. It is also an advisory service to employers in the private sector who wish to implement equal opportunity programs for the maximum utilization of the talents of female employees. The Bureau also acts in an advisory capacity within the government on women's issues.

Why?

Because since 1953, the female labour force has tripled, giving rise to new social and economic challenges. Income studies by Statistics Canada have consistently shown that the average female worker has smaller earning power than the average male worker. Women earn much less than men in similar occupations and this appears to be due not only to differences in seniority, job levels and qualifications but also to discrimination on the basis of sex.

Another problem is that working women tend to be clustered in what are called "job ghettos" which are characterized by low pay. In 1972, two-thirds of Canadian women in the labour force were clustered in clerical, sales and service occupations. Women are greatly underrepresented in the skilled trades and in many of the professions. They comprise only 4% of managers.

How?

By working to change discriminatory attitudes towards women through research, education and the utilization of labour legislation.

The Bureau distributes pamphlets in several languages to acquaint women with their legal rights and publishes vocational materials designed to encourage girls and women to consider a broader range of career opportunities. It promotes affirmative action in the private sector to encourage equal access to all jobs within an organization for both women and men.

Affirmative Action: A Consulting Service to Business and Industry

The objective of the Bureau's consulting service is to create recognition by management of the actual and potential abilities of women and the planned development of those skills that are currently underutilized. Such maximizing of human resources benefits employers as well as employees.

For businesses and industries interested in starting a program of voluntary affirmative action, the Bureau's consultants offer

- initial discussion of basic issues with senior executives
- audio-visual presentation to key personnel in company
- basic resource materials for assessing an organization
- continuing consultation with individuals or groups on the development of an affirmative action program, as requested

Research Into the Status of Women in the Work Force

The Bureau co-ordinates research into working conditions, employment patterns and salary levels of women and attempts to counteract stereotyped notions by disseminating accurate information about the economic status of Ontario women today. The Bureau's plans give priority to

- up-to-date fact sheets concerning the composition and distribution of the female labour force
- policy research into legislative changes of concern to women in the labour force
- identifying the low income women in Ontario with specific reference to their labour force participation and potential
- studies on the special problems of immigrant women in the labour force

Resource Centre

Located within the Women's Bureau and open to the public for research purposes from 8:30 a.m. to 4:30 p.m. from Monday to Friday. The Resource Centre contains

- books, pamphlets, articles and bibliographies on subjects relating to working women and their changing life-styles

- catalogued selection of submissions to the Royal Commission on the Status of Women in Canada
- films about women and work available on loan to groups free of charge.
- Speakers are also available on request.

Outreach to Low Income, Immigrant and Native Women

The Bureau has undertaken the development of a new program of outreach to disadvantaged women. The objective is to provide relevant information and referrals which will enable such women to participate more fully in the changing status of women's social and economic life. Liaison is being developed with such groups to

- inform them of their legal rights, in their own languages, where necessary
- identify their needs and problems and work toward such changes in government policy as would be beneficial to them
- foster services designed to meet their special needs

Advisory Services on Employment Counselling

The Bureau no longer provides job counselling on an individual basis, neither does it provide job placement services. Women in need of vocational counselling can, however, call for a referral to the appropriate agencies. The objective of the Women's Bureau's program is to encourage the establishment of a network of pre-employment and employment counselling services at the community level for women throughout Ontario by

- providing consultative services for those agencies, institutions or groups (public or private) which might be involved in occupational counselling
- acting in an advisory capacity to those setting up such services
- developing kits of relevant materials

Publications

In order to ensure ready access to information by the maximum number of women, the Women's Bureau will stop charging for publications after November 1st, 1975. However, we reserve the right to limit quantities. The following books and pamphlets are now available: